

Submitted March 25, 2015
Approved as of
Date March 25, 2015

**MINUTES OF THE ROCKVILLE PLANNING COMMISSION
MEETING NO. 03-2015
Wednesday, February 11, 2015**

The City of Rockville Planning Commission convened in regular session in the
Mayor and Council Chambers at 7:00 p.m.
Wednesday, February 11, 2015

PRESENT

Don Hadley, Chair
Anne Goodman Charles Littlefield
David Hill Dion Trahan
Jack Leiderman

Present: Marcy Waxman, Assistant City Attorney
Susan Swift, Director CPDS
Andy Gunning, Assistant Director CPDS
Jim Wasilak, Chief of Planning
Bobby Ray, Principal Planner
Deane Mellander, Zoning Administrator
David Levy, Chief of Long Range Planning
Ann Wallas, Planner III
Sheila Bashiri, Preservation Planner
Mary Fertig, Civil Engineer III

I. RECOMMENDATION TO MAYOR AND COUNCIL

Zoning Text Amendment TXT2015-00240 to allow the Historic District Commission to Authorize the Filing of a Sectional Map Amendment to apply the historic district overlay zone when the HDC finds that a property meets the criteria for historic designation. Currently, only the Mayor and Council or the Planning Commission may file a Sectional Map Amendment. The text amendment allows the HDC to file a map amendment where it finds that a property meets the criteria for historic designation. Authorized for filing by the Mayor and Council on January 12, 2015. Public testimony will be received on this item by the Commission, which will make a recommendation to the Mayor and Council. Deane Mellander, Zoning Administrator, 240-314-8224.

Deane Mellander presented the text amendment for historic designation recommending approval.

The Commission posed several questions to Staff. There were no speakers during the public testimony period.

Commissioner Littlefield moved, seconded by Commissioner Goodman, to recommend to Mayor and Council Zoning Text Amendment TXT2015-00240.

Commissioner Hill offered a friendly amendment suggesting that further changes may be suggested later by the Commission to Mayor and Council.

The motion passed 5-1 (Commissioner Trahan voted no, Commissioner Tyner was absent).

II. DISCUSSION ITEMS

- A. Site Plan Process Improvements – briefing on recent report.** Susan Swift, Director, Community Planning and Development Services, 240-314-8202.

Susan Swift briefed the Commission on process improvements. She noted the following: Significant Changes, a List of Development Codes and Regulations, a Sample Standardized Calendar, Expected Outcomes, Implementation. Ms. Swift stated she would provide updated leading up to the January 2016 commencement date. When the improvements will be implemented.

The meeting recessed at 8:50 pm and reconvened at 8:58 pm.

- B. Master Plan Update - Proposed Scope of Work Discussion.** David Levy, Chief of Long Range Planning, 240-314-8272.

David Levy and Ann Wallas began the discussion by asking the question: “What does the Commission hope to accomplish with the Comprehensive Master Plan? They summarized the three stages of the Scope of Work: Stage 1-Listening to the Community, Stage 2-Background Research, Stage 3-Development of Goals.

The Commission stated they would like a working vision from the citizens of Rockville in order to properly engage them. There was discussion about conducting an orientation/kick-off session city-wide to engage the community.

III. COMMISSION ITEMS

- A. Staff Liaison Report –** Mr. Gunning provided a preview for the upcoming joint meeting with the Mayor and Council regarding the draft Rockville Pike Plan. The March 11th meeting will include two text amendments, a street name change and a possible waiver. The Commission may continue the master plan discussion during the March 25th meeting. Finally, Mr. Gunning informed the Commission of a county-wide Growth Forum on March 7, 2015 and will provide more information as received

- B. Old Business -** None

- C. New Business -** None

Minutes – Commissioner Hill moved, seconded by Commissioner Leiderman to approve minutes from meeting 01-2015 dated January 14th with noted edits. The motion passed 6-0 (Commissioner Tyner was absent).

Commissioner Leiderman moved, seconded by Commissioner Trahan to approve minutes from meeting 02-2015 dated January 28th with noted edits. The motion passed 6-0 (Commissioner Tyner was absent).

- D. FYI Correspondence**

IV. ADJOURN

There being no further business to come before the Planning Commission, the meeting adjourned at 10:58 p.m.

Respectfully Submitted,

Sandra Y. Driver, Commission Secretary